



CITY OF HOUSTON

Job Posting

1	<b>Applications accepted from:</b>	ALL PERSONS INTERESTED
2	<b>Job Classification</b>	Semi-Skilled Laborer
3	<b>Posting Number</b>	PN# 110967
4	<b>Department</b>	Houston Airport System
5	<b>Division</b>	William P. Hobby Airport
6	<b>Section</b>	Airfield & Grounds
7	<b>Reporting Location</b>	7800 Airport Blvd.*
8	<b>Workdays &amp; Hours</b>	Shift work, including rotation, weekends and holidays *
*Subject to change		
9	<b><u>DESCRIPTION OF DUTIES/ ESSENTIAL FUNCTIONS</u></b>	
	Performs a variety of semi-skilled manual tasks to provide general maintenance and repairs for the Airfields & Grounds Section. This includes operating numerous hand tools and power tools and equipment, making safety decisions on equipment operations, mixing concrete, repairing pavement, performing basic maintenance and repairs to structures, routine cleaning and debris control, servicing vehicles, operating vehicles to and from work locations, monitoring inventory, mowing grass, digging ditches, repairing fences, and other miscellaneous duties as assigned. Maintains a clean and safe work area and transports materials and equipment to work sites.	
10	<b><u>WORKING CONDITIONS</u></b>	
	Performing these duties will involve expending physical energy for long periods; visually observing and differentiating details; operating city vehicles; walking long distances and standing for extended periods; climbing ladders and stairs; speaking and writing effectively; performing a complex set of activities; using a large variety of shop equipment, machines and tools; adjusting to interruptions and changes; using two-way radios; adjusting to repetitive activities; working in adverse weather conditions and exposure to airport traffic noise and working at different sites; dealing with people in tense situations and lifting up to eighty (80) pounds; and working as a member of the team Must be willing and available to work all shifts, including rotation, weekends and holidays. Must be able to obtain and maintain security clearance.	
11	<b><u>MINIMUM EDUCATIONAL REQUIREMENTS</u></b>	
	Ability to read, write, add, subtract and follow oral and/or basic written instructions that might be acquired through nine (9) to eleven (11) years of formal schooling.	
12	<b><u>MINIMUM EXPERIENCE REQUIREMENTS</u></b>	
	Six (6) months of related work experience.	
13	<b><u>MINIMUM LICENSE REQUIREMENTS</u></b>	
	Valid Class C Texas driver's license and compliance with city's policy on driving (AP 2-2).	
14	<b><u>PREFERENCES</u></b>	
	Ability to understand and implement oral and written instructions and communicate effectively. High School Diploma or GED Certificate preferred.	
15	<b><u>SELECTION/SKILLS TEST REQUIRED</u></b>	Application review and/or interview.
16	<b><u>SAFETY IMPACT POSITION</u></b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	If yes, this position is subject to random drug testing and if a promotional position, candidate must pass an assignment drug test.	
17	<b><u>SALARY INFORMATION</u></b>	
	Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The salary range for this position is:	
	Salary Range - Pay Grade 06	
	\$731.00 - \$846.00 Biweekly	\$19,006.00 - \$21,996.00 Annually
18	<b><u>OPENING DATE</u></b>	JUNE 7, 2006
19	<b><u>CLOSING DATE</u></b>	JUNE 20, 2006
20	<b><u>APPLICATION PROCEDURES</u></b>	
	Only original applications, resumes and online submissions are accepted for Houston Airport System jobs, and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker St., 1 <sup>st</sup> floor or for advanced consideration submitted online at: <a href="http://www.fly2houston.com">www.fly2houston.com</a> .	
	Our TDD (Telephone Device for the Deaf) phone number is 713.837.9471. Candidates will be notified of their application status. All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided.	
	"If you need special services or accommodation, please call 281/233-1515." The Houston Airport System Human Resources TDD phone number is 281/233-1862.	
	An equal opportunity employer	